INTERNATIONAL MARITIME SERVICES

Customized Hands-On Training

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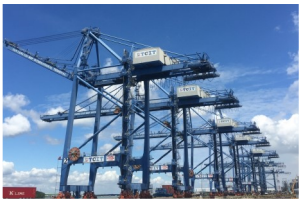

COURSE CATALOGUE

Course Catalogue

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Security Awareness Training

This IMO Model Course (3.27) is intended to provide the knowledge required to enable personnel without designated security duties in connection with a Ship Security Plan to enhance ship security in accordance with the requirements of Chapter XI-2 of SOLAS 74 as amended, the ISPS Code, and section A-VI/6-1 of the STCW Code, as amended.

Course Content

- The meaning and the consequential requirements of the different security levels
- Knowledge of emergency procedures and contingency plans
- Recognition and detection of weapons, dangerous substances and devices
- Recognition of characteristics and behavioral patterns of persons who are likely to threaten security
- Techniques used to circumvent security measures

Course Delivery

This course will be delivered onboard in two venues: one component of the course will be delivered in a classroom-like setting onboard, utilizing the ship's recreation room or the ship's messroom, ensuring there is sufficient seating for all attendees.

The second component of the training, hands-on portion, will be conducted on the vessel, in areas deemed relevant to matters of ship security, such as vessel security search areas, vessel security zones, safe havens, etc. The hands-on portion of the course will comprise 40% of the course duration. Class attendees will participate in a security drill, observe vessel security equipment operation and maintenance techniques and conduct a vessel security search.

Training Duration

Total time is approximately 4 hours: The classroom segment is 2.5 hours. The hands-on segment is approximately 1.5 hours, depending on crew and vessel size/type.

Security Awareness Training for Seafarers with Designated Security Duties

This IMO Model Course (3.26) is intended to provide the knowledge required for seafarers with designated security duties in connection with a Ship Security Plan to perform their duties in accordance with the requirements of Chapter XI-2 of SOLAS 74 as amended, the ISPS Code, and section A-VI/6 of the STCW Code, as amended.

Course Content

- Current security threats and patterns
- Detection of weapons, dangerous substances and devices
- Characteristics and behavior of persons who may threaten security
- Techniques used to circumvent security measures
- Crowd management and control techniques
- Security related communications
- Emergency procedures and contingency plans
- Operation, testing and maintenance of security equipment and systems
- Inspection, control and monitoring techniques
- Methods of physical searches of persons, personal effects, baggage, cargo and ship stores

Course Delivery

This course will be delivered onboard in two venues: one component of the course will be delivered in a classroom-like setting onboard, utilizing the ship's recreation room or the ship's messroom, ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the vessel, in areas deemed relevant to matters of ship security, such as Bridge, Engine room, vessel security search areas, vessel security zones, security equipment areas, safe havens, etc. The hands-on portion of the course will comprise 50% of the course duration. Class participants will participate in a security drill, observe vessel security equipment operation and maintenance and conduct a vessel security search.

Training Duration

Total time is approximately 10.5 hours: The classroom segment is 5.5 hours. The hands-on segment is approximately 5 hours, depending on crew and vessel size/type.

High Voltage Technology & Safety

This course is designed to provide participants classroom and hands on training to cover ***Appreciations of the Hazards and Precautions Required for the Operation of Power Systems Above 1,000 Volts*** and ***Operate and Maintain Power Systems in Excess of 1,000 Volts*** as detailed in Competence 1.4 of IMO Model Course 7.08 Electro-Technical Officer (Table A-III/6).

Course Content

- Hazards & Precautions for Operation of Power Systems above 1,000 Volts
- PPE and tools for High Voltage equipment
- High Voltage system is as related to marine vessels and facilities
- International standards and guidelines for high voltage
- Benefits of High Voltage Technology in marine power generation
- Components of a Marine High Voltage System
- Construction and operation of High Voltage equipment
- Overvoltage protection, protectors and arresters
- General High Voltage protection measures and warnings
- Testing, operation and use of High Voltage testers
- High Voltage Electrical Motors, Control Systems and Electrical Propulsion
- High Voltage safety procedures

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like setting ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be delivered at the High Voltage Training Unit. The HV Unit contains HV Switchgear sections containing HV Vacuum Breakers and controls, High Voltage Transformer and cabling. The hands-on portion of the course will comprise over 30% of the course duration. This training encompasses proper high voltage PPE selection and usage, and use of high voltage testers and meters.

Training Duration

Total time is approximately 30 hours: The classroom segment is 19 hours. The hands-on segment is approximately 11 hours.

Conducting Effective Drills

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to ensure participants are capable of devising, performing and evaluating emergency drills on vessels.

Module Content

- Three priorities of shipboard emergency response
- Commonly held shipboard drills
- Items a shipboard emergency response drills must cover
- Items a shipboard emergency response drills could cover
- Items a shipboard emergency response drill should cover
- Outline drill enhancement methods
- Devise a drill strategic plan
- Conduct an emergency response drill, based upon a strategic plan

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees. The group exercise of this course (developing the drill strategy plan) will comprise 15% of the course duration.

The second component of the training (hands-on) will be conducted on the vessel, simulating an all-crew response to a ship's emergency. The hands-on portion of this course (the drill and debriefing) will comprise 35% of the course duration. Class participants will be divided (after the classroom component has concluded) into groups of 4-6 persons. Each team will develop a drill strategy plan.

Training Duration

Total time is approximately 3 hours: The classroom segment is 1.5 hours. The hands-on segment is approximately 1.5 hours, depending on crew and vessel size/type.

Confined Space Entry and Rescue

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to ensure participants are capable of managing the safety of tasks performed within a confined space onboard a vessel.

Module Contents

- Confined Space Entry and Rescue procedures
- Definition and examples of confined spaces
- Hazards of working in a confined space
- Atmospheric conditions of confined spaces and how to control them
- Confined space incident Case History
- Ventilation methods used for confined space entry operations
- Atmospheric testing and using atmospheric testing equipment
- Lock-Out / Tag-Out principles and equipment to isolate energy sources
- Documentation methods used to control confined space entry operations
- Confined space rescue planning and using rescue equipment
- Preparing a confined space for entry
- Roles and responsibilities of personnel involved in a confined space entry
- Perform as a team a confined space entry operation

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring that there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted at one or more on location job sites deemed adequate for confined space entry and rescue task. The hands-on portion will comprise 50% of the course duration.

Training Duration

Total time is approximately 7 hours: The classroom segment is 3.5 hours. The hands-on segment is approximately 3.5 hours, depending on crew and vessel size/type.

Fire Fighting

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to teach vessel crew and managers how to devise and perform creative and innovative firefighting drills.

Module Contents

- Statutory and company legal requirements for firefighting drills
- Why firefighting drills are held and what they test and accomplish
- Personal response requirements when discovering a fire
- The four main priorities of firefighting emergency response
- Preventative measures to avoid having a fire onboard
- Preventing the spread of fire to other areas of the vessel
- Boundary inspection and clearance duties
- Fire team organization and activities
- Rules of firefighting
- How to test the crew's ability to perform an effective firefighting response
- Monitoring a recently extinguished fire area
- Operation and maintenance of firefighting equipment
- Effective debriefings after a fire incident
- Evaluation of shipboard teams, including: bridge, engine room, primary and secondary fire teams.
- Perform a fire drill using a scenario from the group exercise

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the vessel. The hands-on portion of this course will comprise 35% of the course duration.

Training Duration

Total time is approximately 4 hours: The classroom segment is 2.5 hours. The hands-on segment is approximately 1.5 hours, depending on crew and vessel size/type.

Hazard Management

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to ensure participants are capable of identifying, controlling and documenting vessel hazards, using the Client's Hazard Management Tool.

Module Contents

- Hazards in a shipboard setting
- Difference between Hazard Identification and Hazard Observation
- Incidents, Near Misses and Hazards
- Effective hazard remediation strategies
- Examples and types of shipboard hazards
- Preparing a hazard reporting tool

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the vessel. The hands-on portion of this course will comprise 35% of the course duration.

Training Duration

Total time is approximately 2 hours: The classroom segment is 1 hour. The hands-on segment is approximately 40 minutes, depending on crew and vessel size/type.

Isolation - Lock Out - Tag Out

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to ensure participants are capable of managing the isolation of electrical, mechanical and pressure sources prior to conducting work.

Module Contents

- Importance of isolating energy sources prior to performing tasks
- Explain what constitutes a proper Isolation - Lock-out / Tag-out program
- Major categories of energy sources requiring isolation
- Discuss possible hazards that can be controlled by use of isolation measures
- Devices used for locking and tagging out equipment and systems
- The Six Steps to Isolation Safety

3.14. Preform isolation - lock-out / tag-out for a major component

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on location at one or more job sites deemed adequate for task performance. The hands-on portion will comprise 70% of the course duration.

Training Duration

Total time is approximately 5 hours: The classroom segment is 1.5 hours. The hands-on segment is approximately 3.5 hours, depending on crew and vessel size/type.

Job Safety Analysis

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to ensure participants are capable of developing a JSA risk management document.

Module Contents

- Differences between 'Simple' and 'Complex' tasks
- Identifying hazards and risk
- Define and explain "As Low as Reasonably Practicable" (ALARP)
- Using a risk matrix in conjunction with the JSA process
- Prepare a JSA, given a sample complex task

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted at one or more location deemed adequate for JSA production. The hands-on portion of this course will comprise 50% of the course duration. Class participants will be divided (after the classroom component has concluded) into groups of 2-6 persons. Each team will develop a JSA and present it to the class.

Training Duration

Total time is approximately 2 hours: The classroom segment is 1 hour. The hands-on segment is 1 hour.

Maritime Labour Convention

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. It is designed to familiarize participants with the Maritime Labour Convention.

Module Contents

- Major concepts of the Maritime Labour Convention.
- Identify the MLC signatories
- Relationship between vessel owners, Flag State and MLC compliance
- MLC code construction
- Summary of Regulations of the MLC
- Declaration of Maritime Labour Compliance
- MLC Inspection Program
- Potential causes of non-conformities
- Common MLC Compliance inspection requirements

Course Delivery

This module is designed to be delivered onboard to a ship's crew or at a shore side venue.

Training Duration

Total time is approximately 1.5 hours

Permit to Work

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to ensure participants are capable of preparing Permit to Work system documentation prior to performing high risk task.

Module Contents

- Permit to Work systems and examples of high risk tasks managed
- The role of Supervisors under the PTW system
- How the checklist system is associated with the Permit to Work system
- Special items covered by the Permit to Work (i.e. confined space entry, hot work, electrical isolation, working at height/overside, etc.)
- How the Permit to Work system is used to manage high risk activities
- Information fields contained on a standard PTW certificate
- Prepare a Permit to Work Checklist for a sample complex high risk task

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the site location in an area deemed adequate for the task. The hands-on portion of this course will comprise 50% of the course duration.

Training Duration

Total time is approximately 2 hours: The classroom segment is 1 hour. The hands-on segment is approximately 1 hour.

Tool Box Talk

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to ensure participants are capable of leading a Toolbox talk prior to conducting a complex task.

Module Content

- Toolbox Talk in the context of vessel and facility risk assessment
- Toolbox Talks in the context of performing simple task
- Document a Toolbox Talk in the context of performing a complex task
- Topics relevant to Toolbox Talk sessions
- Roles and responsibilities of a Toolbox Talk team
- Plan and participate in a Toolbox Talk simulation

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted in an area deemed adequate for delivering a Toolbox Talk to a work team. The hands-on portion of this course will comprise 50% of the course duration. Class participants will be divided (after the classroom component has concluded) into groups of 2-6 persons. Each team will devise and deliver a Toolbox Talk.

Training Duration

Total time is approximately 1 hours: The classroom segment is 0.5 hours. The hands-on segment is 0.5 hours.

Manual Handling

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to ensure participants are aware of safe manual handling techniques.

Module Contents

- Personal responsibility regarding safe manual handling
- Physiological hazards associated with improper manual handling
- Identifying manual handling hazards
- Principles of personal safe manual handling techniques
- Principles of safe team manual handling techniques
- The use of manual lifting devices
- Safe manual handling checklist

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on in an area deemed adequate for the demonstration of safe personal and team lifting techniques. The hands-on portion of this course will comprise 50% of the course duration. Class participants will each demonstrate safe manual lifting operations.

Training Duration

Total time is approximately 1 hours: The classroom segment is 0.5 hours. The hands-on segment is 0.5 hours.

SOPEP

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to teach vessel crew and managers how to devise and perform effective oil spill (SOPEP) drills

Module Contents

- SOPEP Kit Contents
- Deployment of SOPEP Kit Contents
- Precautions taken pre-oil spill
- Activities to be performed during an oil spill
- Activities to be performed after an oil spill
- Planning an Oil Pollution Response drill
- Oil Pollution Response drill

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the vessel, simulating an all-crew response to an oil spill emergency. The hands-on portion of this course will comprise 40% of the course duration.

Training Duration

Total time is approximately 2.5 hours: The classroom segment is 1.5 hours. The hands-on segment is 1 hour.

Ship Resource Management Awareness

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to teach vessel crew and managers how to effectively manage major aspects of onboard leadership and teamwork.

Module Contents

- Define Ship Resource Management
- Describe the intent of Challenge and Response sessions
- Communications: Verbal, Non-Verbal and Body Language; Open, Interactive, Closed Loop; Barriers, Briefings and De-Briefings; Checklists and Watch Handovers; Managing Cultural Differences
- Leadership: Management Styles Defined; Challenge and Response; Authority and Assertiveness
- Workload Management and Situational Awareness∴
- Human Error and Ship Resource Management Awareness
- Judgement and Decision Making
- Emergency Management – Leader/Follower Model

Course Delivery

This module is designed to be delivered onboard to a ship's crew or at a shore side venue.

The hands-on portion of the module (Challenge and Response) will comprise 40% of the course duration.

Training Duration

Total time is approximately 6 hours: The classroom segment is 4 hours. The hands-on segment is 2 hours.

Working at Height and Rescue

This module is part of our *Safe Systems of Work Course*. It can be taught stand alone or in conjunction with any other module. This module is designed to ensure participants are capable of working at height operations safely, including risk assessment and rescue from height strategy.

Module Contents

- Working at Height health and safety legislation
- Hazards associate with working at height operations
- Risk control measures and safe operational procedures
- Identifying and proper use of various types of working at height equipment
- Proper use of personal protection equipment
- Rescue from height principles and procedures

Course Delivery

This course will be delivered in two venues; one component of the course will be delivered in a classroom-like ensuring there is sufficient seating for all attendees.

The second component of the training (hands-on) will be conducted on the work site in areas deemed adequate for working at heights. The hands-on portion of this course will comprise 75% of the course duration.

Training Duration

Total time is approximately 4 hours: The classroom segment is 1hour. The hands-on segment is approximately 3 hours.

Who We Are:

International Maritime Services companies include SEA Maritime Services Pte. Ltd. (Singapore), Representative offices in Vietnam, and MY Maritime Services Sdn. Bhd. (Malaysia).

We offer a variety of training and services designed for the Maritime Industry. Whether you are a vessel owner, a port or a shipyard, IMS can provide you with customized options for your training and service needs.

We believe that obvious and measurable improvement of shipboard, port and shipyard performance is most likely when simple, practical and proven techniques are consistently employed.

"No job is so big or so small, it cannot be done safely and professionally."

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